

Home

(1936) Department.

Hg. SERIES.

G.O. No.

288

DATED

25-4-1936.

[Despatch Abstract.]

JAILS

Establishment - Additional clerk - Wellesley Sanatorium

Jail, Bellary.

(1)

MADRAS JAIL DEPARTMENT.



Received.....193

Registered.....193

G. 840 C
11.2.36

SUBJECT.

Jails - Wellesley Sanatorium Jail, Bellary - Additional
Clerk - Applied for -

Enclosures.	
No.	No.G. 178
	Station.-Mount Road, Madras, dated the 7th February 1936.

FROM (NAME). Lieut.-Col.M.M.Phan, I.M.S.,

(DESIGNATION). Ag. Inspector-General of Prisons

Joint
TO THE/SECRETARY TO THE GOVERNMENT OF MADRAS,

Law (General)

DEPARTMENT.

Sir,

M.B. 4/4

In forwarding herewith an extract from letter No.129 dated 15-1-1936 from the Superintendent, Wellesley Sanatorium Jail, Bellary, requesting the services of an additional clerk I have the honour to state that this Jail is certainly understaffed and the successive Superintendents have been pressing for additional personnel. The work at present has increased by leaps and bounds and it is too much for one clerk to carry out the clerical duties single-handed however willing he may be. The question of the entertainment of an additional

clerk was not put up earlier to Government, though the matter of supplementing the strength of the staff was being emphasized since 1931. In fact, the matter was postponed till now and it is seen that the existing state of affairs require some remedy or other in as much as the currents received and the despatch numbers have steadily increased - vide statistics by the Superintendent. Of late, it is felt that for want of an additional clerk the clerical work suffers much.

In the above circumstances, I request that Government may be pleased to sanction the appointment of a temporary clerk on Rs.30 per mensem.

I have the honour to be,

Sir,

Your most obedient servant,


Lt. Col. I. M. S.,
Ag. Inspector-General of Prisons.

ks.



Extract from letter No.129/36 dated 15-1-1936 from the
Supdt., Welllesley Sanatorium Jail, Bellary -

x

x

x

x

Clerk

That a single clerk could not manage the whole work of this office was felt all along and was pointed out to the Inspector-General of Prisons, so far back as 1931 (vide inspection notes). It was originally requested that a Reserve Deputy Jailer should be sanctioned in addition to the proposed Jailer, presuming that the Reserve Deputy Jailer would be able to take up portions of the work of the Jailer and Clerk. As this proposal is dropped now it has become necessary to ask for an additional clerk, of ordinary grade. The present clerk is putting in about 10 hours work daily as detailed below and is compelled to work for 3 to 4 hours more a day for a week in the end of the month and for a week in the beginning of a month, for checking accounts and preparing bills of various contractors and for preparing monthly returns and bills. This work is usually done by the clerk at nights at home as he has no time during the day.

Receipt and Despatch	1 hour
Putting up previous references and files	$\frac{1}{2}$..
Maintenance of stock of forms, stationery and other registers ..	$\frac{1}{2}$..
Preparing drafts and obtaining approval	2 ..
Fair copying etc. ..	$1\frac{1}{2}$..
work in Remission branch, Receipt and despatch of letters of convicts after censorship and releases ..	2 ..
Relief of Jailer for meals etc., and to do other miscellaneous pending work	2 ..
Total	----- $9\frac{1}{2}$ hours -----

In spite of working for such long hours it is found difficult to keep the office work up-to-date. In times of Annual Returns or preparation of release lists for the various classes of prisoners of this Jail for the Advisory Board etc., or when there is correspondence requiring a lot of study of old records before replying. the situation is --

becoming very hard and is keeping the clerk occupied far into the night. Under the circumstances, it will be noticed that the clerk is very much overworked and requires consideration. I therefore would request you to kindly recommend strongly to the Government the sanction of an additional Ordinary grade clerk.

As it is pointed out that it is not possible to put up these proposals as Part II scheme for this year and as the relief is required immediately I request the Inspector-General may be pleased to sanction a Lower Grade clerk on Rs.23 which is in his power till Government sanction my proposal.

The figures for 1935 are as below:

Current receipt	2570
.. despatch	2960.

(True extract)


for Inspector-General of Prisons.

ks.



5/

Law (General) Dept.

Memo No 840C-1 dated 17.3.36.

59 h
17/3
ley

pp-2 C.f.

Jails - Wellesley Sanatorium Jail,
Bellary - Employment of an additional
clerk - Ref: Letter from the I. G. of
Prisons, No. C. 178 dt. 7.2.1936.

The I. G. of Prisons is requested
to furnish information on the following
points at an early date:—

(1) The number of ^{papers} ~~contents~~ received
in and despatched from the Wellesley
Sanatorium Jail, Bellary, in the
years 1933 and 1934.

(2) The ~~average~~ ^{present} population of the
Sanatorium Jail.

To

The I. G. of Prisons. ✓

3

[1 .
I - 18.3.36
I - 18.3.36]

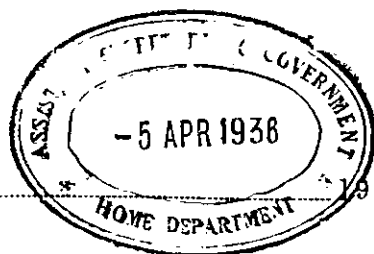
10/3/36

can
11/3

13/3
16/3

Home 79R
6.4.36
C.F. 30.

61
Jail DEPARTMENT.



Received

Registered 19 ..

Subject.

Jails - Wellesley Sanatorium Jail, Bellary -
Employment of an additional clerk - Ref:-Government Memo-
randum No.84C-C-1, Law (General), dated the 17th March 1936.

ENCLOSURES.

No.

1

Spare copies

NoG/. 521.

Station Mount Road, Madras. Dated the 2nd April 1936

From (Name) Lieut-Col.M.M.Khan, I.M.S.,
(Designation) ag. Inspector-General of Prisons

To The Secretary to the Government of Madras,
Home Department.

Sir,

I have the honour to furnish below the number of
papers received in and despatched from the Wellesley Sana-
torium Jail, Bellary during the years 1933 and 1934.-

Papers received. Papers despatched.

1933.	2,264.	2,262.
1934.	2,700.	2,849.
64C-1	2570	2960

2. The present population of the jail is 123.

3. In addition to general correspondence, the clerk
is expected to maintain books relating to accounts and those of the

2

remission branch and it is impossible for one man to efficiently tackle all these multifarious work.

I have the honour to be,

Sir,

Your most obedient servant,

W. J. L. S. S.

Personal Assistant
for Inspector-General of Prisons

vss

W

1/21-20 f

C.No.840C. From the I.G. of Prisons, No.G.178
dated 7-2-1936.

Jails- Wellesley Sanatorium Jail, Bellary-
Employment of additional clerk.

A.S.

At the time the Wellesley Sanatorium Jail, Bellary, was opened in 1929 a staff consisting of one clerk on Rs. 35-60, 10 warders etc. was sanctioned for employment in that Jail- vice G.O.No. 3491 L.G., dated 6-9-1929. The I.G. of Prisons now reports that the clerical work in this jail has increased by leaps and bounds and that it is too much for a single clerk to cope with, and requests sanction for the employment of a temporary ^{additimal} clerk on Rs. 30 a month. The I.G. has not specified the period for which the additional clerk is required. It will be seen from the extract of the Jail Superintendent's letter on pages 4-5 c.f. that the present clerk is unable to cope with the work inspite of the fact that he is working at the rate of 10 hours per day. ~~xx~~ The number of currents received in and ~~these~~ ^{be} despatched from this jail ^{in 1935} are reported to 2570 and 2960 respectively. Similar figures ~~in~~ for the previous years have not been furnished.

2. The need for ^{an} additional clerk for this jail may be recognised. The Jail is of the status of a District Jail and 3 clerks are

The papers
123.13

9 -2-

are ordinarily allowed for a District Jail. The
Presidency Jail for Women, Vellore, is given
2 clerks.

Po 1145
- 20.3.33 - 15-2-33

3. The I.G. has recommended the appointment of a
temporary clerk to start with and it is presumed that
he will ask for the continuance of the post from
year to year and eventually the permanent retention
of the post. The proposal should therefore be
treated as a Part II scheme in the ordinary course.
The circumstances do not appear to be exceptional
to warrant a departure from this procedure. The
Jail has managed with one clerk all these years
and can wait for some more time. Submitted
that the I.G. may be asked to submit this as a
Part II scheme for 1937-38.

p 2 c.f

Finance may see for remarks.

1) Get figures of work from past two years - 1933 & 1934.
2) What is the population of the Vellore S. Jail?

18/3
113

A draft memo to the I.G. is submitted.

18/3
163

Issued as Memo no 840 C-1 D 17.3.36. p 5 CF

[Cm 79.F] From me S.G. of Prisons. noy. 5-21 p 6 CF
D 2.4.36.

A.S.

Please see A.S.'s note on page 2 ante and the statistics furnished by the S.D. on pages 6-7 cf. The correspondence work and the maintenance of accounts and registers are now done by one clerk. A case seems to have been made for the appointment of an additional clerk. The Superintendent has stated that relief is required immediately.

p. 4 cf.

± Orders are requested as to (i) whether the Govt will agree to sanction an additional clerk for the Wellesley Sanatorium Jail, Bellary.

± (ii) if so, whether such sanction may be accorded during the current year itself or whether the proposal may be treated as a Part II scheme for 1937-38.

3 Finance may be for remarks.

Pr
7/14/36.
car
7/14

p. 1-4 (3)

p. 6 of

Two clerks have been allowed in the Prisons Jail for women which has a population of 300. persons. Here the pop. in the Wellesley Sanatorium Jail is only 123. There is no strong case made out for an extra clerk. The S.D. may be asked to bring up the proposal as a Part II scheme for next year.

Rd
Whe

4

11

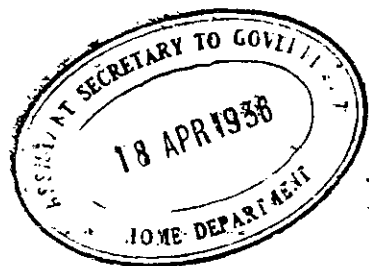
I do not think any care has been made
out - from the statement in
CF pt it rather looks as if the clerk
were doing the whole office work & the
superintendent merely signing. In a
small jail such as this the superintendent
& his deputy must be ~~personally~~ expected
to take their share of office work.

As
here.

Draft submitted.

60
23-4-36.

As
see/4



22/4

274

12 ✓

C.F. 16.

Home Dept

Date.

Initials.

SUBJECT:—

When received for
fair copying ..

When copied . .

When examined...

When signed . .

When despatched.

READ AGAIN _____, dated 19____.

19

READ ALSO :—

No. 840 C From the U.S. of Prison, No. 9.178, dated 7-2 19 36. - MM-2 CA

20, rue St. Cyrillien. memo no. 8400-1 du 17.3.1936. PSTF

79F from the E. of Prison. No. of 521 8, 2-4-36.19. 100 CA

Order Ms. No. 288, dated 25-4-36 1936
~~Resolution~~ ~~Point~~

The Sg. of Prisons is informed that the Govt. are unable to sanction the employment of an additional clerk in the Wexley Sanatorium Jail, Bellany.

23-4-86

24/4

done Sec. of Prison. (9/10)